

July 16, 2008

**TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session on June 26, 2008, and recommends the following motions:

1. Review minutes of:
 - a. Housing Authority (5/19/08). Receive & place on file.
2. Housing Authority - Discussion of budget for future and potential shortfalls from Housing Authority, Keith Pamperin. Receive & place on file.
3. Dept of Administration - 2008 Budget Transfer Log. Receive & place on file.
4. Dept of Administration - Asset Maintenance Fund Expenditures. Approved.
5. Dept of Administration - Budget Status Financial Report for May 31, 2008. Receive & place on file.
6. Dept of Administration - Update from Information Services (Bob Heimann) re: Home pages for each supervisor providing relevant information including a detailed PDF of district maps, biographical information and such other things as necessary & online comment form installed on Brown County home page. Receive & place on file.
7. Dept of Administration - Information Services – Budget Status Financial Report for May 31, 2008. Receive & place on file.
8. Dept of Administration - Information Services – Request for Budget Transfer: Increase in Expenditures with Offsetting Increase in Revenue: Brown County has initiated a process of creating a new image through the creation of a brand new website (\$19,800). Approved.
9. Treasurer - Financial report for the month of April 2008. Receive & place on file.
10. Treasurer - Budget Status Financial report not available. (Copy provided at meeting.) Receive & place on file.
11. Human Resources - Update to Vehicle Take Home Policy. (To be distributed at meeting.) Hold for one month.
12. Human Resources - Monthly Committee Report (June 17, 2008). Receive & place on file.

Administration Committee

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13. Human Resources - Budget Status Financial Report for May 31, 2008. Receive & place on file.
14. Communication from Supervisor Williams re: The pay scales and steps for non-represented employees, supervisors and managers be reviewed and adjusted as dictated by market demands. To Hold.
15. Request for Proposal (RFP) Risk Administration is requesting to go out for RFP for services related to possible employee benefit changes likely to be proposed for 2009. Approved.
16. Child Support Agency - Information report re: Change in Medical Support Liability Revenue for the Child Support Agency. (Held from previous meeting.) Hold for one month.
17. Child Support Agency - Budget Status Financial Report for May 31, 2008. Receive & place on file.
18. Facility Management - An Ordinance re: To Amend Sec. 3.01 (1) of the Brown County Code Entitled "Public Works Projects." (Referred to Executive Committee.) Approve with removal of words: "County Executive."
19. Facility Management - Update on Computer Room Fire Suppression System. (Held from previous meeting.) Get requests for both the FM200 and Sapphire and bring back the pros and cons and the quotes.
20. Facility Management - Budget Status Financial Report for May 31, 2008. Receive & place on file.
21. Communication from Supervisor Erickson re: Have each department that shares part of the County auto fleet review which autos are really needed and report to their committee. After looking at our inventory it appears we may be paying insurance and upkeep on vehicles that don't run or are in need of great repair. With today's fuel costs lets rid the County of older, expensive vehicles that put a strain on our budget. (Referred from June County Board.) Refer to Internal Auditor.
22. Audit of bills. Pay the bills.

Approved by:

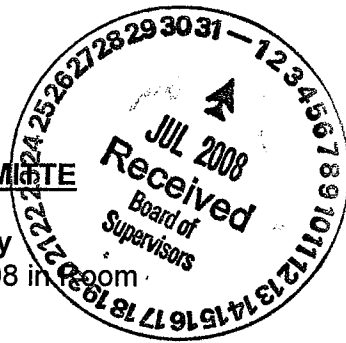
COUNTY EXECUTIVE

Date

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PROCEEDINGS OF THE BROWN COUNTY ADMINISTRATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held at 5:30 p.m. on Thursday, June 26, 2008 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, WI



Present: Tom Lund, Jack Krueger, Andy Williams, Tony Theisen, Patty Hoeft

Excused:

Also Present: Supervisors Warpinski, Scray, Jayme Sellen, Bill Dowell, John Machnik, Kerry Blaney, Debbie Klarkowski, Lynn Vanden Langenberg, Bob Heiman, Nick Evgenides, Keith Pamperin, Chip Law, Greg Geiser.

I. CALL TO ORDER.

The meeting was called to order by Chairman Lund at 5:32 p.m.

II. APPROVE/MODIFY AGENDA.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. APPROVE/MODIFY MINUTES OF JUNE 4, 2008.

A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR KRUEGER TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Supervisor Williams arrived at 5:35 p.m.

- 1. REVIEW MINUTES OF:**
a. HOUSING AUTHORITY (5/19/08).

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Supervisor Hoeft arrived at 5:40 p.m.

HOUSING AUTHORITY, KEITH PAMPERIN

- 2. DISCUSSION OF BUDGET FOR FUTURE AND POTENTIAL SHORTFALLS FROM HOUSING AUTHORITY, KEITH PAMPERIN.**

Chair Lund asked Mr. Pamperin to be at this meeting to discuss handling the shortfall in their budget.

Keith Pamperin came forward and stated that the Brown County Housing Authority is 100% federally funded since 1974, and you are always at the whim of

the Federal budget and Congress. The Housing Authority is in good shape for the foreseeable future from the standpoint of the housing assistant payment (this is the funding used to pay the roughly 3,000 households being provided with housing assistance every month.) There is potential for difficulty in the administrative costs budget that Housing and Urban Development (HUD) provides. HUD is struggling with funding sources and have decided that they are going to go back to a system where they pay Admin based on a per unit month. For every household that you serve, you get a certain administrative fee for that household. Rather than pay that at 100% it will be paid at 86%. Mr. Pamperin is the only Housing Authority staff however, there is a contract with Integrated Community Services which is a non-profit organization created to administer this program. This change could reduce the ability to staff to the degree that is necessary to do it right. Pamperin provided a handout (attached) re: how the program has been operating. Integrated Community Services has been working with the Housing Authority looking at ways to continue doing screening and fraud investigating more efficiently and at a lesser cost. 2005 Housing Authority entered into an agreement with Langan Investigations, Inc. where every applicant is screened and any allegations of fraud are also screened for criminal violent or illegal drug activity. This has been very effective. The first couple of years the Housing Authority had funded it with non-housing choice voucher funding. Then after awhile they couldn't afford to continue and renegotiated the contract with ICS. With the fraud investigation, the majority of cases there is an unreported person in the household, people that have a criminal history or drug related activity are not eligible to enroll. Unfortunately that portion of the family that is eligible lose their eligibility, small claims action is taken against them, a judgment is filed, a repayment agreement is offered, and if they don't make the repayment, there is a tax intercept program. \$70,000 was collected in repayment this year. HUD has a "one strike and you are out" policy.

Supervisor Williams is concerned that people are being terminated from the program because charges were brought and before there is a chance for acquittal, there is dismissal or no due process.

Greg Geiser from Integrated Services stated that might be possible, based on the situation, however, the person has the right to appeal and re-apply. They will continue to receive housing until the appeal is decided.

Supervisor Theisen questioned the statistics on the percentage of people that were terminated and eventually found to be innocent. Geiser stated he would guess it to be 10 to 13 cases in the past 12 months that were overturned. Pamperin stated that believes over 80% of the hearings have been upheld.

Supervisor Lund felt that HUD is a benefit and not a right to have paid housing. These people are asking for federal government to help them with their housing so they are subject to the rules of the program.

Supervisor Williams stated it's understood that it's not a right but is concerned with taking the program away completely. He believes the system should be looked at a little differently and at some point make a better decision than to say everything is black and white and if you are charged you are done. Innocent till proven guilty is a hard principle to live by. In past experiences some people were

just in the wrong place at the wrong time and lost their benefits.

Pamperin stated that they are trying to find the most efficient way to deal with 45+ households a month that have to be reviewed.

Supervisor Theisen responded that if HUD rules, he could state other rules that he has a difference of opinion with. Most people are fine with helping people that are productive and trying to improve their situation, but if someone is guilty of drug or criminal activity, he wouldn't want to subsidize them.

Pamperin explained there is not a whole lot of flexibility on where they can deny or not deny eligibility. They have to establish a policy that everyone is treated alike. They have to be consistent which can create a problem in the perception that they are not being flexible.

According to Pamperin, the Housing Choice Voucher program has been operating for 35 years. The distribution of the program has been monitored and early on there was very good distribution. The whole objective of this program is that you don't have housing projects. About 70% of all the households participating in the system currently live in the near downtown neighborhoods of Green Bay. There is a Resident Advisory Council that meets with participants in the program on a quarterly basis. These people are asked, "Why do you live where you do?" Most participants explain they need to be near their job, near services, they don't have transportation or it's the type of housing. Pamperin has requested a waiver of HUD to determine whether or not they can reduce the number of household that are enrolled within a common area and was denied due to the Fair Housing and Equal Opportunity rules. He had also asked to experiment to determine if it can be established, a period of time that a household would be eligible or listed in the program to give them some incentive to become more self sufficient.

In conclusion, Pamperin explained that 53% served under the program are disabled or elderly and, of the remaining, the majority has earned income that, unfortunately, doesn't make enough to take care of their family.

A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR WILLIAMS TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

DEPT. OF ADMINISTRATION

3. 2008 BUDGET TRANSFER LOG.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. ASSET MAINTENANCE FUND EXPENDITURES.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR WILLIAMS TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. BUDGET STATUS FINANCIAL REPORT FOR MAY 31, 2008.

A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR HOEFT TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. UPDATE FROM INFORMATION SERVICES (BOB HEIMANN) RE: HOME PAGES FOR EACH SUPERVISOR PROVIDING RELEVANT INFORMATION INCLUDING A DETAILED PDF OF DISTRICT MAPS, BIOGRAPHICAL INFORMATION AND SUCH OTHER THINGS AS NECESSARY & ONLINE COMMENT FORM INSTALLED ON BROWN COUNTY HOME PAGE.

Information Services Director, Bob Heimann, stated there was an initial meeting to discuss the website and now the committee has a kick-off meeting scheduled for Thursday, July 10th. There is a signed contract with a Green Bay company called D M Interactive, they are going to host the new website and help carry it forward. Since there is no real definition of what the site will look like, D M Interactive has a lump sum dollar amount of \$16,000+ for the entire website for the County. The cost may change as things are added. Heimann stated their current commitment is to bring back a mach up design before anything is really done.

Supervisor Warpinski stated that he is researching other websites throughout to see what they do with their web portals.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR HOEFT TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

7. INFORMATION SERVICES – BUDGET STATUS FINANCIAL REPORT FOR MAY 31, 2008.

A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR WILLIAMS TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

8. INFORMATION SERVICES – REQUEST FOR BUDGET TRANSFER: INCREASE IN EXPENDITURES WITH OFFSETTING INCREASE IN REVENUE: BROWN COUNTY HAS INITIATED A PROCESS OF CREATING A NEW IMAGE THROUGH THE CREATION OF A BRAND NEW WEBSITE (\$19,800).

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

TREASURER

9. **FINANCIAL REPORT FOR THE MONTH OF APRIL 2008.**

**A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR HOEFT TO RECEIVE AND PLACE ON FILE. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

10. **BUDGET STATUS FINANCIAL (REPORT NOT AVAILABLE).**

Treasurer, Kerry Blaney, provided a copy of the May 31, 2008 Budget Status Financial report.

**A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR THEISEN TO RECEIVE AND PLACE ON FILE. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

HUMAN RESOURCES

11. **UPDATE TO VEHICLE TAKE HOME POLICY. (TO BE DISTRIBUTED AT MEETING.)**

**A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR WILLIAMS TO HOLD FOR ONE MONTH. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

12. **HUMAN RESOURCES MONTHLY COMMITTEE REPORT (JUNE 17, 2008).**

**A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO RECEIVE AND PLACE ON FILE. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

13. **BUDGET STATUS FINANCIAL REPORT FOR MAY 31, 2008.**

**A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR WILLIAMS TO RECEIVE AND PLACE ON FILE. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

#13A **COMMUNICATION FROM SUPERVISOR WILLIAMS RE: THE PAY SCALES AND STEPS FOR NON-REPRESENTED EMPLOYEES, SUPERVISORS AND MANAGERS BE REVIEWED AND ADJUSTED AS DICTATED BY MARKET DEMANDS.**

Supervisor Williams stated Don Vander Kelen, Labor Negotiator stated he, Debbie Klarkowski, Human Resource Manager, and Lynn Vanden Langenberg, Administration Director could analyze and come up with where positions need to be, what they are worth and what the County should be paying. He believes by having employees coming in one at a time to negotiate will cause a triple effect and would like to take care of the problem overall.

Chair Lund stated about three years ago it was decided to take on the backlog of all the people that appealed and were able to catch up but before that there were over 70 appeals. He believes Human Resources wanted to spend about

\$75,000 on the appeals process to bring in a firm to help out with the appeals but it was all done in house. He agrees with Supervisor Williams and states it is such a complicated process that it is hard for Human Resources to do their job and questioned when something will be available for review.

Klarkowski stated that some recommendations to modifications to the current system will be available by September 2008.

Supervisor Hoeft questioned whether the process should require an annual review of the entire compensation so the whole wage scale moves according to market rather than individual positions.

Klarkowski responded that the ordinance states there should be a cycle of reviewing all of the positions every two years and in the history of two years she's been with the County, it has not been done. Hoeft believes the mistake is that they focus on positions and not the entire compensation scale from start to finish.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR WILLIAMS TO HOLD. Vote taken. MOTION CARRIED UNANIMOUSLY.

- #13b REQUEST FOR PROPOSAL (RFP) RISK ADMINISTRATION IS REQUESTING TO GO OUT FOR RFP FOR SERVICES RELATED TO POSSIBLE EMPLOYEE BENEFIT CHANGES LIKELY TO BE PROPOSED FOR 2009 (INFORMATION TO BE PROVIDED AT MEETING).

Risk Administrator, Nick Evgenides, provided a handout (attached) re: Request to Solicit Proposals and spoke briefly to the committee.

A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR WILLIAMS TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

CHILD SUPPORT AGENCY

14. INFORMATION REPORT RE: CHANGE IN MEDICAL SUPPORT LIABILITY REVENUE FOR THE CHILD SUPPORT AGENCY. (HELD FROM PREVIOUS MEETING.)

A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR THEISEN TO HOLD FOR ONE MONTH. Vote taken. MOTION CARRIED UNANIMOUSLY.

15. BUDGET STATUS FINANCIAL REPORT FOR MAY 31, 2008.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR HOEFT TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

FACILITY MANAGEMENT

16. AN ORDINANCE RE: TO AMEND SEC. 3.01 (1) OF THE BROWN COUNTY CODE ENTITLED "PUBLIC WORKS PROJECTS." (REFERRED TO EXECUTIVE COMMITTEE.)

Facility Management Director, Bill Dowell, provided a handout (attached) re: Facility and Park Management 2008 Public Works Projects over \$5,000.

A lengthy discussion ensued regarding the County Executives position to review and approve public work projects. With the understanding of the County Executive's powers and authority, it was decided by the committee that the wording should be changed to include only the appropriate oversight committee and full County Board in the amended ordinance.

A MOTION WAS MADE BY SUPERVISOR THEISEN AND SECONDED BY SUPERVISOR HOEFT TO APPROVE WITH REMOVAL OF WORDS COUNTY EXECUTIVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

17. UPDATE ON COMPUTER ROOM FIRE SUPPRESSION SYSTEM. (HELD FROM PREVIOUS MEETING.)

Supervisor Theisen suggested forwarding a copy of report to the Green Bay Fire Chief and ask for comments.

A MOTION WAS MADE BY SUPERVISOR WILLIAMS AND SECONDED BY SUPERVISOR KRUEGER TO GET REQUESTS FOR BOTH THE FM200 AND SAPPHIRE AND BRING BACK THE PROS AND CONS AND THE QUOTES. Vote taken. MOTION CARRIED UNANIMOUSLY.

18. BUDGET STATUS FINANCIAL REPORT FOR MAY 31, 2008.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR HOEFT TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

#18A COMMUNICATION FROM SUPERVISOR ERICKSON RE: HAVE EACH DEPARTMENT THAT SHARES PART OF THE COUNTY AUTO FLEET REVIEW WHICH AUTOS ARE REALLY NEEDED AND REPORT TO THEIR COMMITTEE. AFTER LOOKING AT OUR INVENTORY IT APPEARS WE MAY BE PAYING INSURANCE AND UPKEEP ON VEHICLES THAT DON'T RUN OR ARE IN NEED OF GREAT REPAIR. WITH TODAY'S FUEL COSTS LETS RID THE COUNTY OF OLDER, EXPENSIVE VEHICLES THAT PUT A STRAIN ON OUR BUDGET. (REFERRED FROM JUNE COUNTY BOARD.)

Supervisor Lund suggested forwarding to the Internal Auditor to get a comprehensive report listing all the facts and figures, costs for older vehicles vs. newer energy efficient cars, etc.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR THEISEN TO REFER TO THE INTERNAL AUDITOR. Vote taken. MOTION CARRIED UNANIMOUSLY.

COUNTY CLERK BUDGET STATUS FINANCIAL REPORT NOT AVAILABLE. (NO OTHER AGENDA ITEMS)

CORPORATION COUNSEL BUDGET STATUS FINANCIAL REPORT NOT AVAILABLE.. NO OTHER AGENDA ITEMS.

OTHER

19. **AUDIT OF BILLS.**

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR WILLIAMS TO PAY THE BILLS. Vote taken. MOTION CARRIED UNANIMOUSLY.

20. **SUCH OTHER MATTERS AS AUTHORIZED BY LAW.**

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to adjourn at 7:25 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

BCHA

Brown County Housing Authority

**Housing Choice Voucher
(HCV) Program**Keith A. Pamperin, BCHA Housing Administrator
Greg Geiser, Integrated Community Services, Inc.**Mission Statement**

"The Brown County Housing Authority's Housing Choice Voucher Program is a public/private partnership that provides rental assistance to low-income, eligible households, allowing them to afford decent, safe, and sanitary housing in neighborhoods of their choice."

**Determining Assistance and Income
of HCV Clients**

Each eligible household pays a portion of rent based on either:

- 1) 30% of their adjusted gross income (at minimum), or
- 2) \$80.00 per month

The monthly voucher payment to the property owner, or landlord, is equal to the difference of the household payment and the local payment standard for that particular housing unit size required to meet the household needs.

HAP = Household Payment - Payment Standard

The household income is certified upon initial application and determination of eligibility.

The household's income is also monitored annually, as long as eligibility remains.

**Average Income & Average Rent of
HCV Households**

The vouchers allow participants to pay the standard 30% of their adjusted income toward rent. *Without voucher assistance*, the average participant would be paying 55% of their income for rent.

The living wage rate is a calculated rate that shows the hourly wage needed for an individual to maintain a basic standard of living. The Penn State "Living Wage Calculator" deemed the living wage rate for one adult and one child in Brown County = \$13.72/hour. The average hourly wage of Brown County's HCV participants is \$6.25/hour.

(The average hourly wage is based on a 40-hour work week.)

	Sept. 2004	Jan. 2007	Oct. 2007	May 2008
Average Monthly HCV Rent	\$523	\$551	N/A	\$566
Average Monthly HCV Income	\$919	\$1,000	\$1,062	\$1,096

**Assistance Payments for Rent and
Utilities**

	September 2004	January 2007	October 2007	May 2008
Average Monthly Housing Assistance Payment (HAP)	\$337.72	\$326.67	\$339.71	\$362.26
Average Monthly Participant Payment	\$194.57	\$224.33	N/A	\$207.67

**Elderly & Disabled Participation in
the HCV Program**

	May 2004		January 2007		October 2007		May 2008	
Elderly	21%	637	19%	510	19%	530	20%	589
Disabled	32%	1049	39%	1056	39%	1109	47%	1388

**67% of HCV participants are either elderly or disabled*

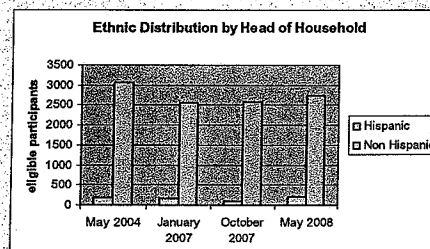
HCV Participants Analysis of Race

(Data Interpreted from Information Provided by Head-of-Household)

	May 2004		January 2007		October 2007		May 2008	
	# of participants	% of total	# of participants	% of total	# of participants	% of total	# of participants	% of total
White	2474	77%	2155	79%	2254	80%	2334	80%
African American	511	17%	520	19%	520	18%	563	19%
Asian/Pacific Islander	40	1%	204	7%	204	7%	211	7%
Native	173	5%	141	5%	133	5%	130	4%
Hispanic/Other	5	0%	5	0%	7	0%	5	0%

HCV Participants Ethnic Distribution

(Data Interpreted from Information Provided by Head-of-Household)



Tenant-Based Voucher Program

Approximately **2,946** households are participating in the Tenant-Based Voucher Program.

All of the Tenant-Based Voucher Participants are located within Brown County

Tenant-Based Voucher Program (cont'd.)

The City of Green Bay has seen a significant decrease in HCV households, while the Villages of Allouez and Ashwaubenon have seen increases.

Municipality	# of HCV Participants (2004)	# of HCV Participants (2007)	# of HCV Participants (2008)	Percent Increase/Decrease
ALLAUMEY, Village of	88	79	79	-10%
ASHWAUBENON, Village of	190	201	204	+6%
BELLING, Village of	101	87	88	-12%
DE PERE, City of	100	100	119	+19%
DONNICK, Village of	25	10	15	-40%
EASTON, Town of	5	5	5	0%
GEORGETOWN, Town of	5	5	5	0%
GREEN BAY, City of	5	2	5	+100%
GREEN BAY, City of	2071	1,891	1,898	-9%
IRVING, Village of	5	5	5	0%
JORDANS, Village of	104	208	211	+9%
LAWRENCE, Town of	1	17	2	+10%
LEDGENEY, Town of	10	1	17	+8%
MORRISON, Town of	1	1	2	+10%
PITTSFIELD, Town of	1	1	1	0%
PLAQUEMINE, Village of	29	65	65	+10%
SCOTT, Town of	5	0	0	-100%
SHAWANO, Town of	5	0	11	+100%
WRIGHTSTOWN, Town of	10	5	5	-50%
WRIGHTSTOWN, Village of	0	0	10	+100%
Total	2827	2,757	2,898	+4%

Family Self-Sufficiency Program

HUD program that encourages strategies to help voucher families achieve economic independence and self-sufficiency.

The Housing Authority collaborates with other Brown County service providers to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain self-sufficiency.

Examples include:

- Wisconsin Job Center
- Catholic Charities
- Salvation Army
- Wisconsin Public Service
- Hispanic Outreach
- Legal Services

The FSS Coordinator assists the participating members with:

- Needs Assessment -> Identifying and addressing barriers
- Goal Setting -> developing a personal self-sufficiency plan

The coordinator also contributes to making referrals, exemplifying motivation skills and techniques, and strives for goal follow-through

Family Self-Sufficiency Program (cont'd.)

Currently, **99** families are participating in the FSS program, which is an increase from 83 families in October 2007.

72 HCV participants have graduated from, or met their plan in, the FSS program.

Housing Choice Voucher Homeownership Program

Assists clients in the transition from renting to homeownership.

The program allows clients to use their voucher toward house mortgage payments.

The program also provides homeownership counseling through Neighborhood Housing Services.

The HCV client chooses a lender through mortgage guidelines, which ensures a financially sound mortgage.

Additional income and employment standards are required.

Housing Choice Voucher Homeownership Program (cont'd.)

The BCHA was the first housing authority to initiate the implementation of a homeownership program after it was an option in September of 2000; whereupon the BCHA received national recognition for the successes that followed implementation.

The BCHA's Homeownership Program is currently ranked within the **Top 3** of Wisconsin homeownership programs.

Currently, the HCV Program has 10 individuals participating in the FSS/Homeownership Program.

Project-Based Vouchers

The BCHA uses the concept of Project-Based Vouchers as a marketing method toward de-concentration efforts.

Currently, the BCHA has **108** Project-based vouchers issued out.

Housing Inspections

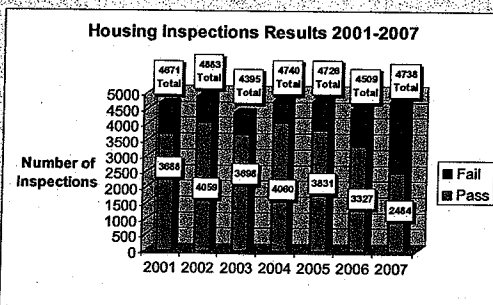
An HQS inspection is conducted for every unit. The first inspection occurs prior to move-in, and annual inspections are conducted during the individual's participation in the HCV Program.

An individual will not receive a Housing Assistance Payment on their behalf until their unit passes the HQS inspection.

Since 2001, there have been more than **28,229** inspections conducted through the HCV Program.

In 2006, there were **4,738** inspections conducted.

Housing Inspections (cont'd.)



Housing Inspections (cont'd.)

In 2007, 74% of HCV units passed during 1st & 2nd inspections.

Through the first 4 months of 2008, 68% of HCV units passed their 1st or 2nd inspection.

Langan Investigations

Criminal background checks are conducted on:

- all new applicants
- all additions to households

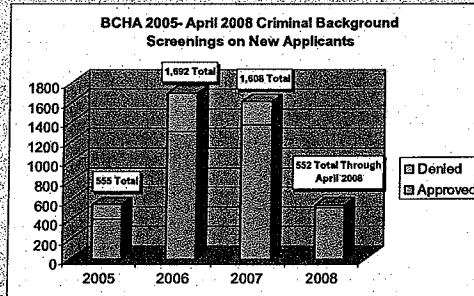
Prior to eligibility, each household applicant undergoes a criminal background check, which is conducted by Langan Investigations

- annual criminal background checks are conducted once the applicant is accepted into the program

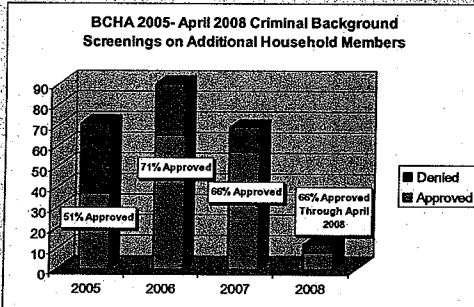
The BCHA contracted with Langan Investigations in February 2005. Since that point, Langan has conducted

- 681 fraud investigations
- 4,974 new applicant screenings
- 299 additional household member screenings

Langan Investigations (cont'd.)



Langan Investigations (cont'd.)



Fraud Investigations

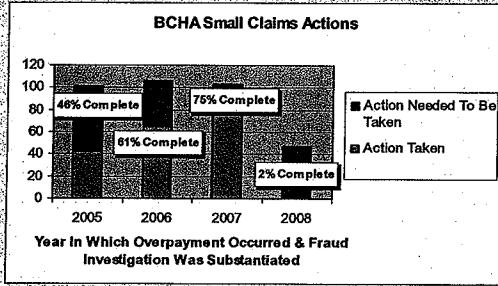
To date, 597 fraud investigations have been conducted by Langan Investigations.

- 381 of the cases were initially substantiated
- 216 of the cases were initially unsubstantiated

Of the 381 substantiated cases, 357 cases owe an overpayment amount back to the BCHA

- 57% (202) of cases have had a judgment filed against them
- Many individuals are entering into repayment agreements to avoid the full consequences of court action

Fraud Investigations (cont'd.)



HUMAN RESOURCES DEPARTMENT

Brown County

Division of Risk Management
Nicholas C. Evgenides, Risk Administrator

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HUMAN RESOURCES MANAGER

June 26, 2008

TO: Brown County Administrative Committee / Brown County Board of Supervisors

FROM: Nick Evgenides, Brown County Risk Administrator 

SUBJECT: Request to Solicit Proposals

Brown County Human Resources Department is evaluating possible changes to its health benefit programs. As a result of the evaluation process, we are requesting Board approval to solicit proposals through the County's RFP process. The services being requested are to identify qualified vendors and assist the County with establishing costing for the proposed changes. Some of the services we are requesting may be available through other public entity contracts through an intergovernmental purchasing consortium, should these services be available, and should it be in the County's best interest, we are requesting approval to work with qualified vendors available via this option rather than completing an RFP. The following services are being requested:

Health Risk Assessments – This service will help to evaluate our population and better understand the health of our employees. The result of this service request is to develop specific programs/plan designs to address the identified health risks in our employee population and assist with developing a long range strategy for our health care benefits. This service is the first step necessary to establish a long-term health care strategy.

Health Savings Accounts – This proposal will provide pricing and account services that would be made available to County employees should the County implement a qualified Consumer Driven Health Plan.

On-Site Medical Services – Brown County is exploring opportunities to reduce health care expenses by expanding our current on-site health care services. This option will provide the highest return on investment by utilizing contracted Advanced Nurse Practitioners to provide acute medical services. We anticipate an initial return on investment of as much as 3 to 1. The return on investment would be increased as services are expanded services and our population becomes acquainted with the services programs.

If this request is approved, we seek to request these services immediately. Funding for the requested services is available through the health budget. Thank you in advance for your consideration.

**Facility and Park Management
2008 Public Works Projects over \$5,000**

06/26/2008 2:37 PM

	Major Projects	Budget	Account
1	Arena Door Replacement	\$ 49,500	Arena Renovation Fund
2	Hall of Fame Roof Replacement	\$ 48,000	Arena Renovation Fund
3	Shopko Hall Drainage	\$ 53,045	Arena Renovation Fund
4	Resch Center Ice Covers	\$ 140,000	Arena Renovation Fund
5	Communications Center	\$ 2,699,389	2008 Capital Bond
6	Courthouse Dome Repair	\$ 173,995	2008 Capital Bond
7	County Clerk Office Remodeling	\$ 28,000	2007 Outlay Carryover
8	Veterans Office Relocation	\$ 30,000	2007 Outlay Carryover
9	Clerk of Court Tempered Glass	\$ 8,767	2007 Outlay Carryover
10	WRC: A/C Condensers	\$ 20,000	2008 Capital Outlay
11	SB: Camera & DVR Upgrade	\$ 18,000	2008 Capital Outlay
12	CH: DVR & Controls Upgrade	\$ 17,500	2008 Capital Outlay
13	CHS: Office Rearrangements	\$ 10,000	2008 Capital Outlay
14	MU: Concrete Repairs	\$ 8,000	2008 Capital Outlay
15	MU: South Parking Lot Repairs	\$ 8,000	2008 Capital Outlay
16	Jail: Parking Lot Drain Repairs	\$ 6,000	2008 Capital Outlay
17	IS Computer Room AC	\$ 143,654	2007 Capital Bond
18	Shelter Care security	\$ 16,000	2007 Capital Outlay
19	MHC New Building	\$ 20,900,000	
20	Bay Shore Pit toilet Renovation	\$ 20,000	2007 Park Bldg Repair
21	Wrightstown Dredging	\$ 40,000	2007 Boat Launch Outlay
22	Devil's River ST - Denmark Trail Head	\$ 70,000	2006 State Grant
23	Old County Farm Dog Park	\$ 10,000	2007 Park Outlay
24	Suamico River Bridge	\$ 115,600	2007 DNR Grant
25	Pampering Park Security System	\$ 7,300	2008 Park Outlay
26	Fairgrounds Midway Asphalt Repair/Reseal	\$ 14,000	2008 Park Outlay
27	Fairgrounds Restroom Epoxy Floor	\$ 10,000	2008 Park Outlay
28	Pampering Residence Repair	\$ 6,500	2008 Park Outlay
29	Suamico Launch Lane Extension	\$ 33,000	2008 Boat Landing Outlay
30	Wrightstown Boat Landing Parking Lot Expansion	\$ 20,000	2008 Boat Landing Outlay
31	Way-Morr Softball Field Renovation	\$ 10,000	2008 Park Outlay
32	Way-Morr Parking Lot Renovation	\$ 100,000	2008 Capital Bonding
	Contract to Brown County Highway Department		